



Missouri Department of Elementary and Secondary Education

— Making a positive difference through education and service —

We are unable to evaluate foreign credentials in this office. Before we can process your application for a Missouri teaching certificate, you must send all transcripts and other certification information to a United States credentialing agency that provides transcript analysis service. The analysis must be translated into English and include the following: specific course titles, credit hours earned, letter grades received, the cumulative grade point average, and a statement verifying the completed program's equivalency to a United States degree.

After you receive the official analysis from the credentialing agency, you may apply for a Missouri teaching certificate. The official analysis from the credentialing agency will be accepted in lieu of the institutional recommendation. Upon receipt of the completed application packet, our office will complete a course by course evaluation to determine your eligibility for Missouri certification.

You will need to complete a Missouri Teacher Certification Application and submit fingerprints for a Background Check. The certification requirements are available on the DESE website; <http://www.dese.mo.gov/divteachqual/teachcert/certrequirements.html> . Although we do not endorse any of the agencies listed on the attached page, we have contacted each of them and verified that they provide all the information we require. This information was current as of April, 2005.

If you have any further questions, please contact our office at 573-751-0051.

Rusty Rosenkoetter, Coordinator
Educator Certification

Missouri Department of Elementary & Secondary Education
Accepted Credentialing Agencies
(October 21, 2008)

Academic & Professional International Evaluations, Inc.
Post Office Box 5787
Los Alamitos, California 90721-5787
Phone: (562) 594-6498
Fax: (562) 594-8498
Web site: www.apie.org
Fee: \$160.00 (course by course evaluation and grade point average)
Contact the agency for instructions before sending documents.

American Association of Collegiate Registrars and Admissions Officers
International Education Services
One Dupont Circle NW
Suite 520
Washington, DC 20036-1135
Phone: (202) 293-9161
Fax: (202) 872-8857
Web site: www.aacrao.org
Fee: \$190.00 (course by course evaluation and grade point average)
Contact the agency for instructions before sending documents.

Foreign Consultants, Inc.
Credential Evaluation Services
3000 Dundee Road
Suite 209
Northbrook, IL 60062
Phone: (773) 761-0000 or (847) 498-4499
Fax: (847) 412-9570
Web site: www.foreignconsultants.com
Fee: \$330.00 (course by course evaluation and grade point average)
Contact the agency for instructions before sending documents.

International Education Research Foundation, Inc.
Credentials Evaluation Service
Post Office Box 3665
Culver City, CA 90231-3665
Phone: (310) 258-9451
Fax: (310) 342-7086
Web site: www.ierf.org
Fee: \$150.00 (course by course evaluation and grade point average)
Contact the agency for instructions before sending documents.

World Education Services, Inc.
Bowling Green Station
Post Office Box 5087
New York, New York 10274-5087
Phone: (212) 966-6311
Fax: (212) 739-6100
Web site: www.wes.org
Fee: \$150.00 (course by course evaluation and grade point average)
Contact the agency for instructions before sending documents.